



FINANCE COMMITTEE

Town of Grafton

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Finance Committee
Public Meeting
Wednesday, November 18, 2015
7:00 P.M.
Conference Room A

Public Meeting

Chairman Joel Schwendemann called the public meeting of the Finance Committee to order at 7:07 P.M.

Finance Committee

Present: Joel Schwendemann, Denise Nault, Jennifer Dorazio, Don Davison, Lisa Brovelli Kelley(8:10 P.M.), Heather McCue(7:35 P.M.), Ed Prisby, Sue Robbins.

Absent: Roger Currier.

Audience: John Lapoint

Update from Finance Committee members who attended the Annual Association of Town Finance Committees

Attendees: Lisa Brovelli Kelley, Denise Nault, Ed Prisby (Lisa is absent from this presentation since she is attending a CIPC meeting)

Ed Prisby

- All attendees were encouraged to sit with colleagues from their region to discuss issues in common.
- To promote growth and value to your community, positively challenge assumptions made by your Board of Selectmen, Town Administrator and Town Managers
- Challenges faced by most municipalities:
 - Decreasing availability of funding
 - Concerns about OPEB
 - Retiring municipal workers
 - Worcester Regional Retirement System
- Capital planning
 - Information handed out from Sturbridge and Arlington outlining their capital planning process
- Long term financial planning for your municipality and long term capital plan
 - Promotes transparency
 - Helps to get the projects completed
 - Website will be forwarded from Ed to all Finance Committee members

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- Denise Nault discussed one method:
An independent company comes in to look at the total assests of the town and determine a maintenance program to set up funding to get the projects accomplished.
Cost of the plan would have to be determined- once the program is given then the company has you (the town) maintain it.
Ed Prisby
- The Town is not relying on one time expenditures.
Ongoing revenue source is needed for long term capital planning
Free Cash is very well budgeted and Joel thinks that should not be considered as a budget surplus.
Just call it what it is -- budgeting free cash for capital and budgeting free cash for slush fund.
Ed Prisby
- Cost drivers
Build good will- cost drivers.
E.G. Dream scenario from Superintendent of Schools- 14 new teachers- cost driver- is health insurance and benefits- cost increase for the GIC is 9%.
Tackle the cost driver and get everyone on the same page-
lower the cost drive(health insurance in the 2's%) then we can do so much more with the schools.
Impact of chapter 70- sped mandates- formula factors are not going to change
Foundation budget review summary- it is being worked on but the impact will likely not be felt for a good 10 years.
- Discussion topics that followed meeting presentation
interest on a short term borrow
Overlay funds
Snow and Ice deficits
SPED – reimbursement is always the following year- some districts set up a fund in case a family comes in during the year- Blackstone can roll over funds but Town's cannot.
Consider a sit down with the Administration to have this dialogue to make positive changes.
different ways- more efficient ways- have a frank discussion with the Town Administrator and Board of Selectmen.
drowning with capital improvements needs
- Create a plan
discuss with Finance Committee to decide what to present to Town Administrator and Board of Selectmen.
Considerations:
capital planning by-law warrant article
Keep the Town Administrator out of the filter role and place him in after- the departments make the decisions before vetting the project to the Town Administrator.
- Review the Town's Financial policy and objectives prior to moving forward.

Discussion of Article 5 of the October 19, 2015 Town Meeting Warrant

This will take place at a future meeting. Chairman will discuss Article 5 with the Town Administrator

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Discussion of Article 16 of the October 19, 2015 Town Meeting Warrant

This will take place at a future meeting. Chairman will discuss Article 16 with the Town Administrator

Schedule of upcoming meeting dates of the Finance Committee

The following schedule of meeting dates was determined:

- Wednesday, December 16, 2015
- Wednesday, January 13, 2016
- Wednesday, February 10, 2016
- Wednesday, February 24, 2016
- Saturday, March 05, 2016
- Saturday, March 12, 2016
- Saturday, March 19, 2016(if needed)
- Wednesday, April 13, 2016
- Thursday, April 14, 2016
- Monday, April 25, 2016
- Wednesday, April 27, 2016
- Thursday, April 28, 2016

Town Report review of 2015

Part II was reviewed and amended.

Detail on the Legal transfer was requested.

The list of Finance Committee members who are on other Town Committees was reviewed and amended.

The summary portion of the Town Report will be prepared by Skip Currier and should be available for the December 16, 2015 meeting for review.

Review of appropriation balances list FY15

This item was tabled to a future meeting date

Capital budget

Feedback from CIPC meeting with Lisa Brovelli Kelley

January 01, 2016 is the deadline for the capital projects list to be complete

Senior Center bathrooms project has been completed.

Review of capital requests including radios for the Police Department.

School budget

The public hearing date for the FY17 School budget will be held on January 11, 2016.

The Superintendent of Schools Jay Cummings will be presenting his budget likely in February.

Blackstone Valley FY17 budget planning process

History vs. report will be requested for the last 4 years. Finance Committee is stressing the need for detail to support figures.

Review of minutes as presented:

September 30, 2015

Motion: Sue Robbins moved that the Finance Committee approve the minutes of September 30, 2015 as presented.

Seconded Don Davison. All in favor. Motion carries.

November 18, 2015 Minutes of the Finance Committee**October 01, 2015**

Motion: Sue Robbins moved that the Finance Committee approve the minutes of October 01, 2015 as presented.

Seconded: Don Davison. All in favor. Motion carries.

October 05, 2015

Motion: Sue Robbins moved that the Finance Committee approve the minutes of October 05, 2015 as presented.

Seconded: Don Davison. All in favor. Motion carries.

October 07, 2015

Motion: Sue Robbins moved that the Finance Committee approve the minutes of October 07, 2015 as presented.

Seconded: Don Davison. All in favor. Motion carries.

October 19, 2015

Motion: Sue Robbins moved that the Finance Committee approve the minutes of October 19, 2015 as presented.

Seconded: Don Davison. All in favor. Motion carries.

March 08, 2008

Motion: Don Davison moved that the Finance Committee approve the minutes of March 08, 2008 as presented.

Seconded: Sue Robbins. All in favor. Motion carries.

March 15, 2008

Motion: Don Davison moved that the Finance Committee approve the minutes of March 15, 2008 as presented.

Seconded: Sue Robbins. All in favor. Motion carries.

March 29, 2008

Motion: Don Davison moved that the Finance Committee approve the minutes of March 29, 2008 as presented.

Seconded: Sue Robbins. All in favor. Motion carries.

April 09, 2008

Motion: Don Davison moved that the Finance Committee approve the minutes of April 09, 2008 as presented.

Seconded: Sue Robbins. All in favor. Motion carries.

April 16, 2008

Motion: Don Davison moved that the Finance Committee approve the minutes of April 16, 2008 as presented.

Seconded: Sue Robbins. All in favor. Motion carries.

April 17, 2008

Motion: Don Davison moved that the Finance Committee approve the minutes of April 17, 2008 as presented.

Seconded: Sue Robbins. All in favor. Motion carries.

April 22, 2008

Motion: Don Davison moved that the Finance Committee approve the minutes of April 22, 2008 as presented.

Seconded: Sue Robbins. All in favor. Motion carries.

November 18, 2015 Minutes of the Finance Committee**April 23, 2008**

Motion: Don Davison moved that the Finance Committee approve the minutes of April 23, 2008 as presented.

Seconded: Sue Robbins. All in favor. Motion carries.

September 20, 2006

Motion: Don Davison moved that the Finance Committee approve the minutes of September 20, 2006 as presented.

Seconded: Sue Robbins. All in favor. Motion carries.

September 21, 2006

Motion: Don Davison moved that the Finance Committee approve the minutes of September 21, 2006 as presented.

Seconded: Sue Robbins. All in favor. Motion carries.

Brief discussion on the back log of minutes that need to be presented. The direction is to continue to move forward with the progress.

Outstanding bill

W.B. Mason invoice in the amount of \$17.48

Motion: Denise Nault moved that the Finance Committee approve payment to W.B. Mason in the amount of \$17.48 for the custom name plate order for Skip Currier.

Seconded: Heather McCue. All in favor. Motion carries.

Transfer request from the Reserve Fund from South Grafton Community House

This document was received this evening.

A representative from the South Grafton Community House is not present to explain the request for \$20,000.00 for wall repairs in detail.

This request will be tabled until the December 16, 2015 meeting of the Finance Committee.

Adjournment

Motion: Denise Nault moved that the Finance Committee adjourn its public meeting.

Seconded: Lisa Brovelli Kelley. All in favor. Motion carries.

The public meeting of the Finance Committee adjourned at 8:25 P.M.

Respectfully submitted,

Susan M. Fiacco